

# CHECKLIST/PROTOCOLS

For use by IDNR and IDEM staff,  
upon learning of a spill into a water of the state which  
results in a wild animal kill

The following parties should be notified immediately by the agency first receiving the report:

- DNR Law Enforcement  
North Region: 765-473-9722  
South Region: 812-837-9536
- IDEM Emergency Response at 317-233-7745 or 888-233-7745 (toll free, in-state only)
- Other state, local or federal agencies with concurrent jurisdiction or having emergency response duties (such as Coast Guard, etc.)
- Media, depending on circumstances (through each agency's media office)

Each party should investigate the event according to its own agency protocols. The investigation should document:

- Location of the fish kill (county, town, stream(s) affected, nearest roads)
- Suspected responsible party (name, address, telephone)
- Number, types and sizes of fish killed
- Date of spill
- Witnesses
- Type of contamination
- Circumstances leading to the spill (cause)
- Efforts taken so far to mitigate the situation
- Recommendation on need for enforcement.

Upon completion of a fish kill investigation:

- DNR staff should send the report to IDEM's Emergency Response Section. Emergency Response will send information on fish kills relating to animal feeding operations to Solid Waste Inspections for further investigation if necessary, and will send information on fish kills resulting in overflows of sewage or industrial waste to Office of Water Management Compliance for further investigation if necessary.
- IDEM Emergency Response staff should send reports to DNR Law Enforcement, Attention: Environmental Investigations Section

IDEM (Water Enforcement) and DNR (Contaminants staff) will compile and exchange lists of known wild animal kills, and on a monthly basis:

- Compare lists to see if both agencies are aware of all events
- Decide which events are of interest to each agency, separately and jointly.
- Determine status and confer regarding enforcement activities on all open events
- Act as agency contacts for communication between other agency

- enforcement/compliance staff
- Summarize and assess status of mutual enforcement activity commitments during prior month, as set out below.

Joint IDEM/IDNR staff enforcement activity commitments

- Timely notification of all spills involving wild animal kills
- Notification of the other agency prior to sending out demand letters, notices of violation, or press releases for events on the list.
- Timely exchange of investigation reports
- Timely notification and coordination of all related meetings and proceedings on joint enforcement cases
- Timely response to information and coordination requests by the other agency.